



August 12, 2014 Primary Weekly Supplemental Statements Due Every Thursday, Beginning July 24, 2014

Treasurers of all candidate committees in a primary in which there is at least one candidate participating in the Citizens' Election Program must file weekly supplemental statements with the Commission every Thursday beginning July 24, 2014.

This weekly filing requirement replaces the 90% reports and subsequent weekly filings that were required during the 2008 and 2010 election cycles.

What to File

Most committees will file this statement using the [SEEC Form 30](#) ("Itemized Campaign Finance Disclosure Statement"). Nonparticipating candidate committees that have not received or spent more than \$1,000 from inception to the close of the filing period may opt to use the [SEEC Form 21](#) ("Short Form Campaign Disclosure Statement").

If filed as a hard copy, check the "Supplemental Statement" box and "Primary" box for the "Type of Report" on the cover page. If filing electronically via eCRIS, select the applicable "Weekly Supplemental Filing Primary" report in the standard dropdown menu in eCRIS Reporting Home.

The period covered for each weekly supplemental statement begins with the first day not covered in the previous disclosure statement and ends at 11:59 pm on Tuesday of the filing week. Thus, the first weekly supplemental statement will cover from 12:00 am on July 1, 2014 through 11:59 pm on Tuesday, July 22, 2014.

When to File

The first supplemental statement is due Thursday, July 24, 2014 and weekly supplemental statements will be due **every** Thursday thereafter until the primary. A [more specific filing calendar](#) is available on the Commission's website. The weekly supplemental statements for the primary are marked "P+" and highlighted in orange on this calendar. Weekly supplemental statements must be actually *filed with and received by* the Commission by the applicable deadline.

Weekly supplemental statements filed as a hard copy are timely if they are either hand-delivered or delivered by the United States Postal Service, courier or parcel service to the Commission **by 5:00 pm on the Thursday deadline day**. If filed electronically via eCRIS, statements are timely if transmitted to the Commission **by 11:59 pm on the Thursday deadline day**.

Important Note: Due to a 2012 change in the law, paper statements postmarked by the deadline day will no longer be considered timely. **They must actually be received by the Commission's offices by 5:00 pm on the deadline date.**

Finally, as a reminder, candidates participating in the CEP are prohibited from making or incurring expenditures in excess of the applicable expenditure limit for the primary period. If a participating candidate committee does exceed the expenditure limit, however, it is required to file a **Declaration of Excess Expenditures** with the Commission. For more information about this filing requirement, please see pages 109-111 of the [participating candidate guidebook](#) or contact your Candidates Services Liaison.